

## COMBINED SYNOPSIS/SOLICITATION N00174-06-Q-0148

The Naval Surface Warfare Center Indian Head Division (NSWCIHD), Detachment Yorktown has a requirement for maintenance, repair, and technical support services for a 10 MeV model 2000A Varian Linetron accelerator x-ray system. NSWCIHD intends to award one or more blanket purchase agreements/purchase orders to meet this requirement. This procurement is set-aside exclusively for small business concerns. The NAICS Code is 811219 with a small business size standard of \$6.5 million, and the FSC Code is J066. Inquiries may be directed to daniel.twombly@navy.mil. Please include the solicitation number in the subject line. The government is not responsible for any undelivered email transmissions.

Vendors will be ineligible for award unless they have registered in the DoD Central Contractor Registration database and the Online Representations and Certifications Application with the NAICS code listed above. Information on these systems is available at <http://www.bpn.gov>.

(i) This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in FAR subpart 12.6, as supplemented with additional information included in this notice. This announcement constitutes the only solicitation; proposals are being requested and a written solicitation will not be issued.

(ii) This solicitation is numbered N00174-06-Q-0148 and is issued as a request for quotes.

(iii) This solicitation incorporates provisions and clauses in effect through Federal Acquisition Circular 2005-12.

(iv) This solicitation is set-aside exclusively for small business concerns. The relevant NAICS code is 811219 and the size standard is \$6.5 million.

(v) Contract Line Item Numbers (CLINs)

Firm CLIN 0001: Firm Fixed Price (FFP)

Description: Quarterly preventative maintenance in accordance with (IAW) statement of work (SOW) section 3.1 and quarterly technical support IAW SOW section 3.4

Quantity: 4

Unit of Issue: ea

Unit Price: \$\_\_\_\_.

Extended Price: \$\_\_\_\_.

Period of Performance (PoP): Date of award through one year after date of award (Year 1)

Option CLIN 0002: FFP

Description: Quarterly preventative maintenance IAW SOW section 3.1 and quarterly technical support IAW SOW section 3.4

Quantity: 4

Unit of Issue: ea

Unit Price: \$\_\_\_\_.

Extended Price: \$\_\_\_\_.

PoP: Yr 2

Option CLIN 0003: FFP

Description: Quarterly preventative maintenance IAW SOW section 3.1 and quarterly technical support IAW SOW section 3.4

Quantity: 4

Unit of Issue: ea

Unit Price: \$\_\_\_\_.

Extended Price: \$\_\_\_\_.

PoP: Yr 3

Option CLIN 0004: FFP

Description: Quarterly preventative maintenance IAW SOW section 3.1 and quarterly technical support IAW SOW section 3.4

Quantity: 4

Unit of Issue: ea

Unit Price: \$\_\_\_\_.

Extended Price: \$\_\_\_\_.

PoP: Yr 4

Option CLIN 0005: FFP

Description: Quarterly preventative maintenance IAW SOW section 3.1 and quarterly technical support IAW SOW section 3.4

Quantity: 4

Unit of Issue: ea

Unit Price: \$\_\_\_\_.

Extended Price: \$\_\_\_\_.

PoP: Yr 5

Firm CLIN 0006: FFP Blanket Purchase Agreement (BPA)

Description: Repair services IAW SOW sections 3.2 and 3.3

Quantity: N/A

Unit of Issue: Call

Unit Price: To be determined (TBD) in calls (a call is a separately priced, subsequent order for services placed IAW the terms and conditions of this agreement)

Extended Price: TBD in calls

Ordering Period: Date of award through date of cancellation at the preference of either party

(vi) Please see the enclosed SOW for specific performance requirements.

(vii) Services rendered pursuant to this order and subordinate calls (unless otherwise specified in the call) shall be inspected and accepted at destination by the receiving command.

(viii) Federal Acquisition Regulations (FAR) 52.212-1, Instructions to Offerors—Commercial applies to this acquisition.

(ix) FAR 52.212-2, Evaluation—Commercial Items does not apply to this acquisition. The evaluation procedures to be used are enclosed.

(x) Vendors must be registered in the Online Representations and Certifications Application (ORCA) with the NAICS code included in section (iv) above. ORCA may be accessed at <http://www.bpn.gov>. Vendors must also include their federal tax identification number in their quote for reporting purposes.

(xi) FAR 52.212-4, Contract Terms and Conditions—Commercial Items applies to this acquisition.

(xii) FAR 52.212-5, Contract Terms and Conditions Required to Implement Statutes or Executive Orders—Commercial Items applies to this acquisition. The following “if applicable” clauses, cited in this clause, are applicable: 52.219-6 Alt I, Notice of Total Small Business Set-Aside; 52.222-3, Convict Labor; 52.222-19, Child Labor—Cooperation with Authorities and Remedies; 52.222-21, Prohibition of Segregated Facilities; 52.222-26, Equal Opportunity; 52.222-35, Equal Opportunity for Special Disabled Veterans, Veterans of the Vietnam Era, and Other Eligible Veterans; 52.232-36, Payment by Third Party; and 52.222-41, Service Contract Act of 1965, as Amended.

(xiii) Additional Terms and Conditions

(a) Invoices submitted for work performed pursuant to this order or subordinate orders shall be paid using the government purchase card (i.e., MasterCard©) as the method of payment. The cardholder must approve each charge to this account in advance, and charges will not be approved prior to receiving a proper invoice for acceptable services rendered.

(b) With regard to CLIN 0006, the Government is obligated only to the extent of authorized purchases actually made under this BPA CLIN.

(c) The value of any call issued pursuant to CLIN 0006 may not exceed \$5 million.

(d) Only the following NSWCIHD personnel are authorized to place calls pursuant to CLIN 0006: Ruth Adams, Code C12 and Patsy Kragh, Code C12P.

(e) CLINs 0001-0005 will be awarded to the single vendor whose quote represents the best value to the Government. CLIN 0006 may be awarded to multiple vendors to maximize competition when calls are issued. If multiple BPAs are issued, all BPA holders will have a fair opportunity to receive each call.

(xiv) Orders issued pursuant to this solicitation are not priority rated under the Defense Priorities and Allocations System.

(xv) No numbered notes apply to this solicitation.

(xvi) Quotes must be received by 1500 on 31 August 2006. After this date, additional vendors may still be considered for the BPA portion of this requirement in order to maximize competition for calls. The address for receipt of quotes is provided below:

Commander  
NSWCIHD  
Attn: Dan Twombly, Code C12D  
101 Strauss Ave, Bldg 1558  
Indian Head, MD 20640

Quotes may also be faxed to the attention of Dan Twombly at 301-744-6547 or submitted electronically using the Submit a Bid service at Navy Electronic Commerce Online (NECO), available at <http://www.neco.navy.mil>.

## STATEMENT OF WORK

### 1.0 SCOPE

The contractor shall provide preventative maintenance and repair services for the 10 MeV linear accelerator, model 2000A, located at the x-ray facility of the Naval Surface Warfare Center Indian Head Division, Detachment Yorktown in Yorktown, VA (Yorktown). Preventative maintenance services shall be performed quarterly, with exact service times subject to Government approval. Generally, maintenance and repair services shall be performed during normal Yorktown working hours, with the exception of emergency service requests, which may require performance at any time.

The Government will make required minor adjustments and repairs, such as replacing fuses and adjusting operating controls. Additionally, the Government will make available (a) insulating gas, (b) miscellaneous cleaning materials, (c) required information and general assistance, and (d) limited safe storage space for special maintenance supplies. The contractor must provide all other required resources.

### 2.0 REQUIREMENTS

#### 2.1 Qualified Technician

All service personnel must have training and experience sufficient to demonstrate their ability to safely and effectively service Varian Linetron accelerator x-ray equipment. Personnel must be approved by the Government prior to providing service. Substitutions for personnel approved at order award must be approved in writing.

#### 2.2 US Citizenship

All service personnel providing on-site support must be US citizens and be able to meet all other security requirements for unescorted entrance to the ordnance-restricted area of the Naval Weapons Station Yorktown in York town, VA.

### 3.0 TASKS

#### 3.1 Preventative Maintenance

The contractor shall provide four preventative maintenance services per contract year and shall receive Government approval for the exact time of each service.

#### 3.2 Emergency Service

The contractor shall arrive on-site and begin providing emergency service within 12 hours of receiving a request for emergency service. Emergency service requests shall be limited to situations that halt operations or threaten harm to personnel or property. These requests may be initiated and must be responded to even outside of normal working hours, so the contractor shall be available for such requests at all times.

#### 3.3 Routine Service

The contractor shall arrive on-site and begin providing routine service within 24 working hours of receiving a request for routine service. Routine service requests will generally be initiated and responded to during normal Yorktown working hours, but the exact time of performance on each request shall be approved by the Government.

#### 3.4 Technical Support

The contractor shall provide telephone technical support to assist Government personnel in repairing or adjusting the equipment. This telephone support shall be available at all times and staffed at all times by a qualified technician. On-call support with a response time to page or voicemail requests for telephone support of not more than one hour is acceptable for purposes of fulfilling this requirement.

### 4.0 POINTS OF CONTACT (POCs)

#### 4.1 Solicitation Administrator

Commander  
NSWCIHD  
Attn: Dan Twombly, Code C12D  
101 Strauss Ave, Bldg 1558  
Indian Head, MD 20640  
Phone: 301-744-6648  
Fax: 301-744-6547  
Email: daniel.twombly@navy.mil

#### 4.2 Blanket Purchase Agreement/Purchase Order Administrator

Commander  
NSWCIHD  
Attn: Susan Kilinski, Code C12B  
101 Strauss Ave, Bldg 1558  
Phone: 301-744-6617  
Email: susan.kilinski@navy.mil

#### 4.3 Technical POC

Commander  
NSWCIHD Det Yorktown  
Attn: Chris Reams, Code T31  
PO Drawer 160 Bldg 457  
Manley Rd  
Yorktown, VA 23691  
Phone: 757-887-4762x219  
Fax: 757-887-4766  
Email: chris.reams@navy.mil

## INSTRUCTIONS FOR QUOTES

Each vendor must submit a quote in strict accordance with these instructions. When evaluating a quote, the Government will consider how well the vendor complied with both the letter and spirit of these instructions. The Government will consider any failure on the part of the vendor to comply with both the letter and the spirit of these instructions to be an indication of the type of conduct it can expect during performance. The Government reserves the right to exclude nonconforming quotes from further evaluation and award. Therefore, the Government encourages vendors to contact the contracting officer to request an explanation of any aspect of these instructions deemed necessary. This procurement is being conducted on a best value basis utilizing a trade-off process. Factors are presented in order of importance. As a result of this solicitation, the Government intends to award a single blanket purchase agreement/purchase order based on initial offers and without holding discussions, but reserves the right to hold discussions at the Government's discretion. Multiple blanket purchase agreements for the services required by CLIN 0006 may be awarded as a result of this solicitation or later exchanges with industry in order to maximize competition for calls.

Quotes must take the following form.

Each volume must contain sufficient detail to enable evaluation based on the information in the clause entitled Best Value Evaluation and Basis for Award and as detailed below.

### VOLUME I – TECHNICAL (FACTOR 1)

#### 1) Qualified Technicians

Vendors shall submit, as part of their quote, a personnel matrix that provides the names of the personnel that will be used to meet the requirements of the SOW by SOW section. With each proposed employee name, provide their citizenship status and their ability to meet the other requirements necessary for unescorted entrance to the ordnance-restricted area of the Naval Weapons Station Yorktown in Yorktown, VA. Evidence of meeting this may be provided in the form of a contract number, during performance of which, the employee has been granted unescorted access to this area in the past. To fulfill this requirement, vendors may also submit a lesser statement that the employee has been permitted similar access at other DoD sites or the he or she is a US citizen in good standing, that he or she has not been denied such access in the past, and that to the best of the vendor's knowledge and belief, such access would be granted for performance of this effort. For each employee, the vendor must also provide evidence of the training and experience that has qualified the employee to safely and effectively provide the services required by the SOW sections for which they are being proposed.

#### 2) Logistical Preparedness

Vendors shall submit, as part of their quote, a logistical plan that demonstrates their ability to maintain the required service level at the quality advertised in their quote even when the demands of other customers may strain their resources. This plan should also address the vendor's ability to obtain required replacement parts, including obsolete parts, within the timeframes required by the SOW for fulfilling routine and emergency service requests. This response may not exceed five pages, as subsequent pages will not be evaluated.

### VOLUME II – PAST PERFORMANCE (FACTOR 2)

Past performance is a measure of the degree to which a vendor, as an organization, has during the past three years, satisfied its customers and complied with federal, state, and local laws and regulations. The vendor must provide a matrix with three references who will be able to provide information regarding their relevant past performance during the last three years in regard to the following areas: (1) customer satisfaction, (2) timeliness, (3) technical success, and (4) quality. The reference information must be current to facilitate the evaluation process. If the vendor has no relevant past performance within the last three years, then the vendor must make an affirmative statement to this effect.

The vendor may submit the Past Performance Questionnaire (attached separately) to any of the references listed on the Past Performance Matrix, and should request the references to complete the Past Performance Questionnaire and return it directly to:

Commander  
NSWCIHD  
Attn: Dan Twombly, Code C12D  
101 Strauss Ave, Bldg 1558  
Indian Head, MD 20640

Surveys may also be emailed or faxed to Dan Twombly at [daniel.twombly@navy.mil](mailto:daniel.twombly@navy.mil) or 301-744-6547.

Past performance questionnaires provide vendors an opportunity to supplement information available in the Contractor Performance Assessment Reporting System (CPARS), as well as other information already available to the Government. If a vendor would like the information within CPARS to serve as the primary basis for determination of their past performance rating, then that offeror does not need to use past performance questionnaires but must still supply three references with current contact information as required above.

In the evaluation of a vendor's past performance, the Government reserves the right to use any information concerning relevant performance within the past three years.

#### VOLUME III – PRICE

The vendor shall submit unit prices and extended prices for CLINs 0001-0005.



## BEST VALUE EVALUATION AND BASIS FOR AWARD

Vendors are required to follow specific instructions in submitting their information. Each vendor's submission will be screened by the contracting officer or a designee upon receipt to ensure compliance with the instructions contained in the solicitation. Elimination of a vendor due to failure to comply with the submission requirements of the solicitation is at the sole discretion of the contracting officer.

The following factors will be used to evaluate quotes. The factors are listed in order of importance.

Factor 1: Technical

Factor 2: Past Performance

Factor 3: Price

### FACTOR 1 – TECHNICAL

Evaluators will assign a rating for this factor based on the following criteria:

A: An "A" response is characterized as follows:

- The response indicates an exceptionally thorough and comprehensive understanding of program goals, resources, schedules, and other aspects essential to the performance of the program.
- The response contains major strengths, exceptional features, or innovations that could substantially benefit the program.
- There are no weaknesses or deficiencies.
- The risk of unsuccessful contract performance is extremely low.

B: A "B" response is characterized as follows:

- The response indicates a thorough understanding of the program goals and the methods, resources, schedules, and other aspects essential to the performance of the program.
- The response has major or minor strengths, which are likely to benefit the program.
- Weaknesses, if any, are minor and are more than offset by strengths.
- Risk of unsuccessful performance is very low.

C: A "C" response is characterized as follows:

- The response indicates an adequate understanding of the program goals and the methods, resources, schedules, and other aspects essential to the performance of the program.
- There are few, if any, exceptional features to benefit the program.
- The risk of unsuccessful performance is low.
- Weaknesses are generally offset by strengths.

D: A "D" response is characterized as follows:

- The response indicates a superficial or vague understanding of the program goals and the methods, resources, schedules, and other aspects essential to the performance of the program.

- The response has weaknesses that are not offset by strengths.
- The risk of unsuccessful contract performance is moderate.

F: An “F” response is characterized as follows:

- The response indicates a lack of understanding of the program goals and the methods, resources, schedules, and other aspects essential to the performance of the program.
- Numerous weaknesses and deficiencies exist.
- The risk of unsuccessful performance is high.

## FACTOR 2 – PAST PERFORMANCE

Evaluators will assign a rating for this factor based on the following criteria:

**NEUTRAL** - The offeror lacks a record of relevant or available past performance history. There is no expectation of either successful or unsuccessful performance based on the offeror’s past performance record.

**A** – The offeror’s performance of previously awarded relevant contract(s) met contractual requirements and exceeded many to the Government’s benefit. The assessed prior performance was accomplished with very few or very minor problems for which corrective actions taken by, or proposed to be taken by, the offeror were, or are expected to be, highly effective. Performance of completed contracts either was consistently of the highest quality or exhibited a trend of becoming so. The offeror’s past performance record leads to an extremely strong expectation of successful performance.

**B** - The offeror’s performance of previously awarded relevant contract(s) met contractual requirements and exceeded some to the Government’s benefit. The assessed prior performance was accomplished with some minor problems for which corrective actions taken by, or proposed to be taken by, the offeror were, or are expected to be, effective. Performance over completed contracts either was consistently of high quality or exhibited a trend of becoming so. The offeror’s past performance record leads to a strong expectation of successful performance.

**C** - The offeror’s performance of previously awarded relevant contract(s) met contractual requirements. The assessed prior performance was accomplished with some problems for which corrective actions taken by, or proposed to be taken by, the contractor were, or are expected to be, for the most part effective. Performance over completed contracts was consistently of adequate or better quality or exhibited a trend of becoming so. The offeror’s past performance record leads to an expectation of successful performance.

**D** - The offeror’s performance of previously awarded relevant contracts did not meet some contractual requirements. The assessed prior performance reflected some serious problems, for which the contractor either failed to identify or implement corrective actions in a timely manner, or for which the corrective actions implemented or proposed to be implemented were, or are expected to be, only partially effective. Performance over completed contracts was consistently of mediocre quality or exhibited a trend of becoming so. The offeror’s past performance record leads to an expectation that successful performance might be difficult to achieve or that it can occur only with increased levels of Government management and oversight.

**F** - The offeror’s performance of previously awarded relevant contract(s) did not meet most contractual requirements and recovery did not occur with the period of performance. The assessed prior performance reflected serious problem(s) for which the offeror either failed to identify or implement corrective actions or for which corrective actions, implemented, or proposed to be implemented, were, or are expected to be, mostly ineffective. Performance over completed contracts was consistently of poor quality or exhibited a trend of becoming so. The offeror’s past performance record leads to a strong expectation that successful performance will not be achieved or that it can occur only with greatly increased levels of Government management and oversight.

### FACTOR 3 – PRICE

Although price is the least important factor, it becomes increasingly important when offerors receive similar ratings for the other factors.

The Government may award a purchase order/blanket purchase agreement without discussions on the basis of initial quotes received. Therefore, each initial quote should contain the vendor's best terms; however, if considered necessary by the contracting officer, discussions will be conducted only with those vendors determined to have a reasonable chance for award.

### METHODOLOGY

Each factor will be reviewed based on the merits of the information contained in the vendor's submission. Evaluators will not allow any prior knowledge of the vendor to affect the evaluation of Factor 1, but all available, relevant, and timely past performance information will be considered during the evaluation of Factor 2.

Once evaluations are complete, quotes will be compared using tradeoffs between the factors, and award will be made to the vendor that is expected to provide the best value for the Government.

**PAST PERFORMANCE QUESTIONNAIRE COVER SHEET  
FOR SOLICITATION NUMBER N00174-06-Q-0148**

A. CONTRACTOR: \_\_\_\_\_

B. CONTRACT NUMBER \_\_\_\_\_

C. CONTRACT TYPE: \_\_\_\_\_

D. ORIGINAL CONTRACT VALUE: \_\_\_\_\_

E. CURRENT CONTRACT VALUE: \_\_\_\_\_

F. NATURE OF EFFORT: \_\_\_\_\_

G. PERIOD OF PERFORMANCE: \_\_\_\_\_

H. PLACE OF PERFORMANCE: \_\_\_\_\_

Send completed surveys to Dan Twombly, Code C12D

by mail:     Commander  
              NSWCIHD  
              Attn: Dan Twombly, Code C12D  
              101 Strauss Ave, Bldg 1558  
              Indian Head, MD 20640

by email:    daniel.twombly@navy.mil  
by fax:      301-744-6547

**PAST PERFORMANCE QUESTIONNAIRE INTERVIEW SHEET**  
**SOLICITATION NUMBER: N00174-06-Q-0148**

**RATING SCALE**

Please use the following ratings to answer the questions. If you are unable to rate an item because it was not a requirement, never an issue, or you have no knowledge of the item in question then you should mark "N" for neutral.

**EVALUATION CRITERIA**

***Neutral*** - The offeror lacks a record of relevant or available past performance history. There is no expectation of either successful or unsuccessful performance based on the offeror's past performance record.

***A*** - The offeror's performance of previously awarded relevant contract(s) met contractual requirements and exceeded many to the Government's benefit. The assessed prior performance was accomplished with very few or very minor problems for which corrective actions taken by, or proposed to be taken by, the offeror were, or are expected to be, highly effective. Performance of completed contracts either was consistently of the highest quality or exhibited a trend of becoming so. The offeror's past performance record leads to an extremely strong expectation of successful performance.

***B*** - The offeror's performance of previously awarded relevant contract(s) met contractual requirements and exceeded some to the Government's benefit. The assessed prior performance was accomplished with some minor problems for which corrective actions taken by, or proposed to be taken by, the offeror were, or are expected to be, effective. Performance over completed contracts either was consistently of high quality or exhibited a trend of becoming so. The offeror's past performance record leads to a strong expectation of successful performance.

***C*** - The offeror's performance of previously awarded relevant contract(s) met contractual requirements. The assessed prior performance was accomplished with some problems for which corrective actions taken by, or proposed to be taken by, the contractor were, or are expected to be, for the most part effective. Performance over completed contracts was consistently of adequate or better quality or exhibited a trend of becoming so. The offeror's past performance record leads to an expectation of successful performance.

***D*** - The offeror's performance of previously awarded relevant contracts did not meet some contractual requirements. The assessed prior performance reflected some serious problems, for which the contractor either failed to identify or implement corrective actions in a timely manner, or for which the corrective actions implemented or proposed to be implemented were, or are expected to be, only partially effective. Performance over completed contracts was consistently of mediocre quality or exhibited a trend of becoming so. The offeror's past performance record leads to an expectation that successful performance might be difficult to achieve or that it can occur only with increased levels of Government management and oversight.

***F*** - The offeror's performance of previously awarded relevant contract(s) did not meet most contractual requirements and recovery did not occur with the period of performance. The assessed prior performance reflected serious problem(s) for which the offeror either failed to

identify or implement corrective actions or for which corrective actions, implemented, or proposed to be implemented, were, or are expected to be, mostly ineffective. Performance over completed contracts was consistently of poor quality or exhibited a trend of becoming so. The offeror's past performance record leads to a strong expectation that successful performance will not be achieved or that it can occur only with greatly increased levels of Government management and oversight.

## **CUSTOMER SATISFACTION**

- |  |             |
|--|-------------|
| 1. The referenced contractor was responsive to the customer's needs.   | N A B C D F |
| 2. The contractor's personnel were qualified to meet the requirements. | N A B C D F |
| 3. The contractor accurately estimated costs.                          | N A B C D F |

## **TIMELINESS**

- |  |             |
|--|-------------|
| 4. The contractor ensured, to the extent of its responsibility, that all tasks were completed within the requested time frame. | N A B C D F |
|--|-------------|

## **TECHNICAL SUCCESS**

- |   |             |
|---|-------------|
| 5. The contractor had a clear understanding of the work     | N A B C D F |
| 6. The contractor completed tasks correctly the first time. | N A B C D F |
| 7. The contractor resolved problems.                        | N A B C D F |

## **QUALITY**

- |   |             |
|---|-------------|
| 8. The contractor delivered reliable, quality services. | N A B C D F |
|---|-------------|

**PLEASE PROVIDE SUBJECTIVE REPOSSES FOR THE FOLLOWING:**

9. Would you recommend this contractor for similar government contracts? Please explain.
10. Have you experienced special or unique problems with the referenced contractor that we should be aware of in making our decision?
11. In summary, which of the following would you choose to describe the quality of the referenced contractor's service:
- Significantly better than acceptable
  - Slightly better than acceptable
  - Acceptable
  - Slightly less than acceptable
  - Entirely unacceptable
12. In summary, which of the following would you choose to describe the referenced contractor's willingness to cooperate to resolve performance disagreements:
- Highly cooperative
  - Cooperative
  - Somewhat uncooperative
  - Highly uncooperative

Thank you for taking the time to complete this survey.

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NAME                      DATE                      PHONE NO.